

215.95

Advising WIC Participants of Their Rights & Responsibilities

Introduction	<p>At certification, each applicant or parent/guardian must be advised of the rights and responsibilities of program participation, and sign a statement to that effect. By signing the statement, the applicant or parent/guardian also agrees to allow the WIC agency to share certain information with other specified agencies.</p>
Policy	<p>At the time of certification, you must advise each applicant or parent/guardian of the rights and responsibilities of a program participant. The applicant or parent/guardian must then sign a statement that they have been:</p> <ul style="list-style-type: none">• Advised of their rights and responsibilities, and• Provided accurate information regarding eligibility for the WIC Program.
Document	<p>The document, Participant Rights and Responsibilities, contains the necessary information about participant rights and responsibilities. The document is also available in Spanish.</p> <p><u>Note:</u> See Policy 215.95A for a copy of the document.</p>
When document is signed	<p>The applicant reads, signs, and dates the document <u>after</u> eligibility has been determined.</p> <p><u>Note:</u></p> <ul style="list-style-type: none">• Eligibility is determined after a CPA pushes certify and completes a successful certification.• If the applicant appears to have reading difficulties, read the document to the applicant before asking for a signature.

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